

CHAPTER 9

SPECIAL PURPOSE RECOVERABLES AUTHORIZED MAINTENANCE (SPRAM)

Section 9A—SPRAM PROCEDURES.

9.1. Chapter Summary. This chapter provides the procedures for maintaining and safeguarding SPRAM assets. **NOTE:** This chapter will be amended when the new SPRAM procedures are finalized.

9.2. Overview. This section describes the various types of SPRAM assets and how to obtain them from Base Supply. It also defines the responsibilities and approval authority for the various levels of management from the Logistics Group Commander to the primary and alternate SPRAM custodians. The procedures for issue and turn-in, deployment and/or transfer of SPRAM assets, and the mandatory documentation required for SPRAM custodians to maintain are also addressed.

9.3. Scope of SPRAM.

9.3.1. Definition. SPRAM assets are identified as ERRCD code XD items. Maintenance personnel use them to perform functions such as detecting or isolating faults, calibrating or aligning equipment, and duplicating an active system installed in an aircraft or on on-line equipment. In addition, SPRAM includes items in the 21-series TOs and are used to conduct approved AETC training courses.

9.3.2. Management. SPRAM assets are managed on in-use detail records accounted for by Base Supply. In-use details provide the Item Manager with Air-Force wide visibility of XD assets for requirements and buy computations. This ensures additional SPRAM assets are procured if requirements exceed asset availability. Recoverable assets accounted for by a different method, such as supply points, do not require transfer to SPRAM details.

9.3.3. Retention. SPRAM flag is a code used to identify the types of requirements authorized for retention of SPRAM assets. SPRAM authorized document codes are identified in [Attachment 9A-2](#).

9.4. SPRAM Responsibilities.

9.4.1. Major Commands. All SPRAM requirements will be forwarded to MAJCOM headquarters for submission to the SPD direct. Data should include the stock number, quantity, end item supported, (i.e., C-17) and justification and a statement of funding availability (funded or unfunded). MAJCOMs will forward funded requests to the SPD for final approval with a statement of unit/MAJCOM funding availability for the requested items. The lead MAJCOM that owns the AOR for an AEF deployment location is responsible for budgeting and funding (3400 O&M) for steady state common use requirements. Examples of common use requirements shared by all deployed units are SPRAM test stations and sampling analyzers. Once MAJCOM receives SPD approval with supporting documentation, the MAJCOM will forward a copy of approval documentation and notify the supported activity to requisition the asset. The supported activity will requisition assets using transaction exception code R, project code 428, and demand code I on the ISU. Process an SPR to create requisition using demand code I, project code 428. The IM must not source a SPRAM asset until the SPD has approved and directed the IM to do so via application of the fund code. To process the requisition before SPD's fund approval is a direct violation of the antideficiency act. These requisitions will require close management as the SBSS does not have specific programming to restrict unauthorized SPRAM transactions. Documentation authorizing the free issue must be maintained as long as the

authorization exists. (This is a temporary fix until implementation of the global combat support system.) Require all supported activities to publish SPRAM custodial responsibilities in Customer Training Guides. Custodial responsibilities will include as a minimum the following.

9.4.1.1. Review justification for SPRAM authorizations concurrent with the annual inventory.

9.4.1.2. Specifically determine whether the original justifications are still valid and validate annually.

9.4.1.3. Delete invalid SPRAM authorizations, turn in excesses and cancel unneeded requisitions.

9.4.1.4. Maintain justification documentation for all SPRAM authorizations until the authorization is deleted.

9.4.2. Logistics Group Commander (or equivalent). Within the Scope of Specified Responsibilities and Authority.

9.4.2.1. Reviews and certifies as the approval authority, all requests for SPRAM authorizations submitted by SPRAM custodians.

9.4.2.2. Ensures all SPRAM assets are properly maintained and safeguarded. **NOTE:** The above procedures may be delegated by the Logistics Group Commander to the Maintenance Squadron Commander. Delegation below that level is not authorized.

9.4.3. Organization Commander.

9.4.3.1. Ensures all mission-essential SPRAM assets are on-hand or on-order to support the assigned or programmed functions and unit mission.

9.4.3.2. Appoints capable individuals as SPRAM custodians and alternates, including establishment, change, or cancellation of SPRAM accounts. Custodians may be commissioned officers, noncommissioned officers, or civilians and must be mutually agreed upon by the organization commander and the Logistics Group Commander. This applies to active duty Air Force and Reserve personnel. Foreign nationals or local wage rate employees (foreign nationals in host countries) may be appointed as primary or alternate SPRAM custodians only when they may be held peculiarly liable under the laws of the host country.

9.4.3.2.1. Ensures primary and alternate SPRAM custodians, not previously trained, attend training provided by the COS. Custodians and alternates who have performed these duties within the past 2 years will report to Equipment Management or Supply Training on assignment to be briefed on command supplements.

9.4.3.2.2. Ensures qualified individuals are preselected as SPRAM custodians on all unit deployments. Individuals will be identified to the host COS to receive training regarding management of SPRAM assets during deployment.

9.4.3.2.3. Ensures personnel are aware of policies and guidelines established in AFI 23-111, Management of Government Property in Possession of the Air Force .

9.4.4. Primary and Alternate SPRAM Custodian.

9.4.4.1. Upon assignment, schedules training or a briefing on responsibilities, current policies, and procedures with EMS.

9.4.4.2. Performs inventory of SPRAM assets as identified on the R25, SPRAM Report List, which is furnished by EMS upon change of primary custodian, when you or your organization commander/staff agency director (or a higher authority) requests an inventory, or when your MAJCOM deems an inventory be accomplished more often. Delete any invalid SPRAM authorizations, turn in excesses and cancel unneeded requisitions. Maintain justification documentation for all SPRAM authorizations until the authorization is deleted.

9.4.4.3. Review and validate justification for SPRAM authorizations concurrent with the annual inventory. Specifically determine whether the original justifications are still valid and annotate annual validation. Certifies all authorizations are current and necessary for mission support.

9.4.4.4. Verifies the R25 received from the EMS to ensure data are complete and accurate. Signs and returns the R25 to EMS within 15 workdays from the production date on the R25 (off-base organizations are allowed 30 workdays).

9.4.4.5. Reports at once, any incorrect authorizations and excess on-hand assets to the EMS.

9.4.4.6. Furnishes all information and documentation required to change SPRAM records to be relieved from accountability or responsibility for items lost or destroyed.

9.4.4.7. Makes sure the custody account has been properly transferred to the new custodian when responsibility ends, and the custodian is cleared by EMS.

9.4.4.8. Performs initial and periodic inventories when required or requested by personnel. Ensures that all items are on-hand and serviceable. Assists Base Supply personnel when inventories are performed by Base Supply. **NOTE:** Normally, inventories are performed by the respective custodians. Inventory of SPRAM accounts is performed by Base Supply personnel only when the organizational commander or staff agency director requests it in writing, and the request is approved by the Chief of Supply. All such requests must be completely justified, noting specific discrepancies that cannot be resolved by requesting organization.

9.4.4.9. Provides justification citing supporting documentation when requesting new or increased SPRAM authorizations. Supporting documentation includes TO references, maintenance directives, correspondence, etc. The methodology for computing the SPRAM quantity will be included in the justification. For example, a maintenance directive states a quantity of two SPRAM assets are required per aircraft and 24 aircraft are assigned to the organization. The SPRAM quantity authorized under this justification would be 48 each.

9.4.4.10. Prepares and forwards authorization, issue, and turn-in transactions subject to SPRAM management. Obtains the Logistics Group Commander (or equivalent) signature for authorization changes.

9.4.4.11. Performs a due-out validation with the Requisitioning Element in Base Supply (see [chapter 5](#)).

9.4.4.12. Establishes an accounting method or system that allows immediate identification of SPRAM assets stored or used outside the custodian's workcenter. This may be done by using hand receipts (AF Form 1297), logs, letters, charts, etc., and is normally documented in a local MOI.

9.4.4.13. Provides EMS a listing of all SPRAM assets to be deployed or transferred.

9.5. Issue and Turn-In of SPRAM Assets. Only designated SPRAM custodians or alternate custodians are authorized to request issue/turn-in of SPRAM assets. Requests for replacement issue or turn-in are submitted on AF Form 2005 to the EMS. SPRAM custodians may submit an issue/turn-in request by telephone unless determined otherwise by the MAJCOM.

9.6. Deployment or Transfer of SPRAM Assets. When it is necessary to deploy or transfer SPRAM assets, the SPRAM custodian must provide the EMS a listing of all items to be transferred or deployed indicating the duration, location, and any special actions required. The custodian determines if any requirements on order at the time of transfer action should remain on-order or be cancelled.

9.7. SPRAM Custodian Files. The following mandatory items should be maintained by the SPRAM custodian to determine the status of the SPRAM account. **NOTE:** Additional documentation may be maintained at the option of the custodian.

9.7.1. Appointment Letter. A current copy of the primary and alternate custodian appointment letter with certificates or letters indicating dates Base Supply SPRAM training was completed.

9.7.2. R25 SPRAM Listing. A signed verified copy of the current R25 SPRAM listing indicating all authorizations are valid and assets are in the possession of or accounted for by the custodian.

9.7.3. Custodian Request Log. A copy of AF Form 126, Custodian Request Log, with suspense and completed documentation submitted to Base Supply. Completed documentation may be destroyed upon receipt and approval of a new R25 listing.

9.7.4. Supporting Documentation. All supporting documentation for (all) SPRAM assets authorized on the account. Authorized document codes are contained in [Attachment 9A-2](#). Justification documentation will be validated annually and maintained on file until the SPRAM authorization is deleted. All copies of hand receipts, logs, letters, etc., used to identify assets stored or used outside the custodian's work center.

9.7.5. Records of Assets Off-Base. All records of assets that accompany end-items (that is, aircraft, test stations, etc.) off-base for other than deployments. A copy of the correspondence directing the movement of the assets with applicable model and serial numbers. If end-items return without the SPRAM assets, the depot or using location will be tasked to return the assets, provide a replacement, or accept accountability. Coordinate with the EMS to process turn-ins and shipments to the gaining location, if required. Maintain copies of turn-ins and shipment documentation until an updated R25 is approved and filed.

9.7.6. D18 and M30 Listings. Current copies of D18 and M30 due-out validation listings until superseded.

9.7.7. Relief of Accountability Documentation. All copies of documentation requesting relief of accountability for assets lost, damaged, or destroyed until updated R25 listing reflects all actions have been completed and the R25 is signed and filed.

9.7.8. Daily Document Register D04. Copies of the D04, Daily Document Register, reflecting all transactions affecting the SPRAM account. Maintain until receipt of updated and signed R25 listings are received.

ATTACHMENT 9A-1

SPRAM FLAG

9A1.1. Purpose. To list the SPRAM flag codes used to identify the type of requirements authorized for retention of SPRAM assets.

Table 9A1.1. SPRAM Flag Codes.

CODE	TERM	DEFINITION
A	Stand-Alone Spares	Assets used in place of test, measurement, and diagnostic equipment (TMDE) to calibrate, align, or repair an item. The asset could be used as an active spare in support of a particular end-item system. An example is a digital controller that is used to calibrate a C-141A aircraft altitude heading reference system (AHRS) transmitter and also used as an active spare to support the C-130H aircraft compass system. The digital controller is used in place if a synchro readout device (TMDE) when calibrating the C-141A aircraft AHRs transmitter Normally, this application is used when TMDE is nonexistent or too costly to obtain.
B	Test-Station Spares	Assets located with but not component parts of, the basic set as listed in the applicable IPB of the TO. An example is a TRU used to repair the test station. Test station spares do not include bench mockup assets maintained on accountable supply records according to procedures in part 2, chapter 22 .
D	21-Series Technical	Assets identified in the applicable 21-Series Order Assets TO for a particular aircraft or missile MDS assets in the 21-Series TO are divided into three categories: (1) MSPE. Assets in section I of the 21-Series TO are used to protect aircraft or missile mission from damage, or to make it safe for maintenance. (2) AME. Assets in section 2 of the 21-Series TOs are used to configure an aircraft or missile for one of its operation missions. They can be installed and removed. (3) CPSE. Assets in section 3 of the 21-Series TOs are used for life support and comfort of crew and passengers.
F	Fault Isolation	Assets used to detect or isolate a fault or Spares a problem in Spares on-line equipment such as aircraft, missile, or communications systems, test etc. These spares are required by the applicable maintenance TOs or service and repair publications to complete troubleshooting of a malfunction system. An example is a printed circuit board used to isolate a like circuit board which is inoperative.
S	Shop-Standards	Assets established as an authorized or Spares recognized measure that used to determine the accuracy of various measurements in other assets. Shop standard spares are typically used by avionics maintenance shops when the accuracy of a like spare or system must be established and validated. Examples of shop-standard spares are sealed components such as a gyro, an aircraft instrument, or indicator, etc. Shop-standard spares differ from fault isolation spares in that they are used as a noninstalled auxiliary component of test-equipment

AFMAN 23-110 Volume 2
Part 13, Chapter 9

CODE	TERM	DEFINITION
T	Training Spares	Assets used within approved AETC training courses. These assets are used to conduct formal instruction on the repair and maintenance of the item. Training spares will only be authorized in support of training courses as outlined in AFR 50-5, special AETC courses established by appropriate authorities, and MTS including those listed in the MTS supplement to the STEP. Training spares are restricted for AETC use only. Training spares cannot be installed on on-line operational systems (i.e., aircraft, missile, communications, etc.) without prior maintenance repair action.
Z	Other Assets	Assets used by maintenance personnel for the test, repair, or evaluation of an operational system not otherwise identified.

NOTE: This is a one-digit code used to define what SPRAM asset is used for. It is loaded on the SPRAM in-use detail with the two-digit alpha document code (see [Attachment 9A-2](#)) to determine the basis for the SPRAM authorization

ATTACHMENT 9A-2

SPRAM AUTHORIZED DOCUMENT CODES

9A2.1. Purpose. To provide a list of authorized document codes for SPRAM assets.

Table 9A2.1. Definitions.

FIRST DIGIT	DEFINITION
M	Manual
R	Regulation
T	TO
L	Letter
C	Message
O	Other

Table 9A2.2. Definitions.

SECOND DIGIT	DEFINITION
U	Headquarters USAF
M	MAJCOM
A	AFMC
L	Local